



## MONTANA STATE HOSPITAL POLICY AND PROCEDURE

### REHABILITATION ASSESSMENT

**Effective Date:** October 24, 2003

**Policy #:** RTS-03

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**I. PURPOSE:** To provide procedural guidelines governing the administration and development of the *Rehabilitation Assessment* and its integration into the Master Treatment Plan of Montana State Hospital patients. To ensure that appropriate therapeutic rehabilitation services are provided in a timely manner.

**II. POLICY:** A *Rehabilitation Assessment* will be completed for each patient admitted to Montana State Hospital for treatment. This assessment will document findings of abilities, needs, and recommended treatment in the social, leisure, educational, and vocational domains.

**III. DEFINITIONS:**

- A. A Significant change in course of treatment@ - A significant change in cognitive or behavioral status requiring a change in treatment approach.
- B. A Vocational domain@ - Opportunities to learn and/or improve work habits and skills necessary for return to the world of work; to experience the concomitant benefits of work.
- C. A Measurable stepped objectives@ - Three objectives based upon specific observable expectations which are progressive, measurable, and result in a desired behavior or learning outcome.
- D. A Assigned interventions@ - Therapeutic rehabilitation interventions designed to facilitate attainment of specific goals and objectives. Interventions are recommended by a rehabilitation therapist after assessment and approved by the treatment team.
- E. A Behavioral need@ - An absence of behavior which results in a functional limitation.

**IV. RESPONSIBILITIES:**

- A. Rehabilitation Services Chief - to review and approve *Rehabilitation Assessment* policy and procedures and to ensure that such are followed consistently by rehabilitation therapists.
- B. Rehabilitation Therapist - Recreational, Vocational, or Educational Therapist will be responsible for completing assigned initial *Rehabilitation Assessment* following approved

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policy and procedures; to complete patient care monitoring of services responsible for according to policy and procedures.

- C. Recreational Therapist - to complete assigned initial *Rehabilitation Assessment*; to present completed assessment and care plan to the patient's treatment team at the time of the initial treatment team meeting; to monitor the rehabilitation care plan; and to administer an assessment at times of significant change in the course of treatment and/or annually.

#### V. PROCEDURES:

- A. A rehabilitation therapist will complete a *Rehabilitation Assessment* within seven calendar days after admission to Montana State Hospital for treatment, including day of admission. An assessment will also be administered at times of significant change in the course of treatment and/or administered annually. The assessment will be placed in the rehabilitation therapy section of the medical record.
- B. This assessment will document strengths, abilities, preferences, needs, preferred learning styles, findings, and recommendations for treatment in the social, leisure, educational, and vocational domains.
- C. The *Rehabilitation Assessment* will include one or more behavioral goals, corresponding measurable stepped objectives, assigned interventions, and the name of the individual responsible for patient care monitoring of the rehabilitation care plan.
- D. The recreational therapist(s) assigned to the treatment team will present the completed assessment and care plan at the time of the initial treatment team meeting in which the patient's master treatment plan is developed.
- E. A *Rehabilitation Assessment* will be completed whenever a patient's clinical status changes significantly, the patient has progressed beyond the current care plan, or at least annually. The care plan will be reviewed by the case coordinator and rehabilitation therapists delivering recommended services; they will sign and date the care plan after review/approval.
- F. The *Rehabilitation Assessment* will be developed until the master treatment planning meeting.
- G. The *Rehabilitation Assessment* may be modified at the time of the master treatment planning meeting based upon documented evidence of behavioral need or patient preference.

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- I. A *Rehabilitation Assessment* will be updated by the completion of a patient interview and review of the documented course of treatment. An entry in the chronological progress record documenting this review will be made. A corresponding updated care plan will be completed and entered into the medical record.

**XII. ATTACHMENTS:** None

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Cheryl Eamon Date  
Rehabilitation Services Chief